



1981 Blake Street
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real estate advisory panel membership agreement

This CHFA Real Estate Advisory Panel Membership Agreement (“Agreement”) is made and entered into, effective _____ (“Effective Date”), by and between Colorado Housing and Finance Authority, with its principal place of business located at 1981 Blake Street, Denver, Colorado 80202 (CHFA), and _____ an individual (the “Member”).

WHEREAS, CHFA has a Real Estate Advisory Panel (REAP) made up of certain real estate professionals, each of whom are licensed to do business in the state of Colorado; and

WHEREAS, Member desires to join the Real Estate Advisory Panel and as a requirement thereof, to abide by the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the agreements set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree to the following terms and conditions.

- Duties.** Member shall, upon CHFA’s request from time to time, conduct reviews of and provide feedback on a variety of home finance-related issues and areas including CHFA’s new and/or proposed products, programs, processes and systems; and current industry-wide topics and issues.
- Attendance.** Member is expected, during his or her Term (defined below), to attend each REAP meeting. Meetings take place twice a year, which number may change based on CHFA’s need. CHFA shall provide the Member advance notice of the time, date, and place of such meetings. If the Member misses two (2) meetings in a row at any time during his or her Term, the Member will be notified by CHFA and may, in CHFA’s sole discretion, be removed as a member of REAP.
- Term.** The term of this Agreement (the “Term”) shall commence as of the Effective Date and terminate on December 31, _____. The Term may be extended for one (1) additional year only, provided both parties agree to such extension in writing. Notwithstanding the foregoing, either party shall have the right, with or without cause, to terminate this Agreement by providing 30 days prior written notice to the other.
- REAP Member Selection.** CHFA shall have sole discretion in selecting REAP members, determining their terms and the total number of members participating on the Real Estate Advisory Panel.
- Compensation.** Member’s participation on the REAP is voluntary and without compensation.
- Confidentiality.** All information relating to CHFA and its business that is provided by CHFA to the Member in connection with his or her participation on the REAP, including but not limited to, information regarding CHFA’s new or proposed products, programs, processes and/or systems, shall be treated by the Member as strictly confidential. Member agrees not to share such confidential information outside of the REAP meetings with any other parties, unless otherwise specifically permitted by CHFA in writing.
- Relationship of Parties.** Nothing in this Agreement shall be construed to create a partnership, agency, employer-employee, or any other legal relationship or association between the parties.

8. **Notices.** Notices and other communications to the parties shall, unless another address is specified in writing, be sent to the address or number indicated below:

Notices to Member:

Attention: _____

Email: _____

Notices to CHFA:

Colorado Housing and Finance Authority

1981 Blake Street

Denver, CO 80202

Attention: Home Finance

Email: _____

9. **CORA.** Notwithstanding anything in the Agreement to the contrary, the Member understands and agrees that, as a political subdivision of the State of Colorado, CHFA is subject to the Colorado Open Records Act (CORA) C.R.S. §§ 24-72-201, et seq., which requires CHFA to permit inspection and copying of certain public records. The Member should be aware that this Agreement and documents submitted to CHFA pursuant to the Agreement may be subject to inspection by the public.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date provided below.

MEMBER

By: _____

Name: _____

Title: _____

Date: _____

COLORADO HOUSING AND FINANCE AUTHORITY, a body corporate and political subdivision of the State of Colorado

By: _____

Name: _____

Title: _____

Date: _____